


New Central Library

Design Team RFQ Process and Staff Recommendation

November 20, 2008



Four Phase RFQ Process

- Approved by Council: March 2008
 - Phase I: Request for Qualifications Process and Scoring (COMPLETE)
 - Phase II: Panel interviews and Presentations (COMPLETE)
 - Phase III: Finalist Presentations to Council (COMPLETE)
 - Phase IV: Council Award (Pending)

2

RFQ Process & Evaluation Panel Composition

- Procuring Architectural Services through standard Request for Qualifications Process
- Panel reviewed and approved by Directors of participating departments
- All responsive & compliant proposals reviewed by Evaluation Panel
- Panel Members required to sign Confidentiality & Non-Disclosure Agreement

3

Phase I: RFQ Process & Scoring

- 100 points for Phase I
- Based on standard COA Evaluation Criteria, with minor modifications authorized by Council
 - 9 Consideration Items

4

Gatekeeper Criteria

- Consideration Item 1: MBE/WBE Procurement Program
 - 5 firms eliminated for non-compliance with the MBE/WBE Program
- Consideration Item 2: Prime Firm's EEO Program
 - All respondents complied with requirements

5

Evaluated Criteria

- Consideration Item 3: Experience of Project Manager, Project Principal, Project Architect and Central Library Consultant (Past 10 Years)
 - 24 Points
 - *City is interested in the experience of the key personnel on similar projects*

6

Evaluated Criteria

- Consideration Item 4: Experience and Availability of Proposed Staff
 - 15 points
 - *City is interested in ensuring that the Prime has proposed a team that is experienced and available to perform the work, including experience with sustainability issues*

7

Evaluated Criteria

- Consideration Item 5: Prime Firm's Comparable Project Experience (past 5 years)
 - 12 points
 - *City is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients*

8



Evaluated Criteria

- Consideration Item 5A: Prime Firm's Design Experience
 - 3 points
 - *City is interested in the prime firm's expertise in design*

9



Evaluated Criteria

- Consideration Item 6: Subconsultant Firms' Comparable Project Experience (past 5 years)
 - 15 points
 - *City is interested in subconsultant's history and success with projects of similar programs, budgets, and/or clients*

10



Evaluated Criteria

- Consideration Item 7: Team's Experience with Austin Issues
 - 12 points
 - *City is interested in team's experience with key project considerations in the Austin area (including public involvement, cultural diversity, architectural style, and downtown issues)*

11



Evaluated Criteria

- Consideration Item 8: Team's Structure and Project Approach
 - 12 points
 - *City is interested in team's organizational structure, their understanding of the project issues and their approach to the project*

12



Evaluated Criteria

- Consideration Item 9: City of Austin's Experience with Prime Firm (past 5 years)
 - 7 points
 - *The City will consider the history of the firm in complying with project programs, schedules, and budgets on previous City of Austin projects as measured by the City's Consultant Evaluation*

13



Reference Checks

- Each team listed project references
- References for the six short-listed teams were contacted and information was gathered to verify firm's reported experience and performance
- Information was shared with Evaluation Panel as part of scoring process for Phase II

14

Phase I: Results

Firm (or Joint Venture)	Item 3	Item 4	Item 5	Item 5a	Item 6	Item 7	Item 8	Item 9	Sub- Total [100]	Phase I Rank
Barnes Gromatzky Kosarek Architects and Taniguchi with Holzman Moss Joint Venture	1	1	2	1	1	2	1	1	87.92	1
Page Southerland Page / Patkau Architects Joint Venture	6	4	2	3	2	1	3	1	82.17	2
Gwathmey Siegal & Associates Architects, LLC	3	2	1	5	7	5	8	1	80.5	3
Pelli Clarke Pelli Architects	2	3	2	1	4	15	4	1	78.5	4
The Lawrence Group Architects of Austin Inc.	6	6	9	7	6	6	2	1	77.67	5
Lake / Flato Architects and Shepley Bulfinch Richardson & Abbott Joint Venture	5	9	7	3	10	3	4	1	77.33	6

Phase II: Interviews

- Structured two part interview
 - Formal Presentation
 - Question/Answer with Panel
- 25 points possible
- Interview time limits
- Requested Firm attendees (8 maximum)
- Evaluation Panel compiled interview results and scored firms accordingly

Phase II: Results

Firm (or Joint Venture)	Sub-Total (100)	Inter-view (25)	Total Points (125)	Final Rank
Barnes Gromatzky Kosarek Architects and Taniguchi with Holzman Moss Joint Venture	87.92	23.67	111.58	1
Page Southerland Page / Patkau Architects Joint Venture	82.17	24.17	106.33	2
Lake / Flato Architects and Shepley Bulfinch Richardson & Abbott Joint Venture	77.33	23.75	101.08	3
Pelli Clarke Pelli Architects	78.5	17.08	95.58	4
Gwathmey Siegal & Associates Architects, LLC	80.5	14.63	95.13	5
The Lawrence Group Architects of Austin Inc.	77.67	16.42	94.08	6

17

Phase III : Council Presentations

- Finalists:
 - Barnes Gromatzky Kosarek Architects and Taniguchi with Holzman Moss – JV
 - Page Southerland Page / Patkau Architects – JV
 - Lake/Flato Architects and Shepley Bulfinch Richardson & Abbott – JV
- Materials available for Public review and comment

18



Common Themes of Citizen Input

- Importance of iconic, landmark architecture
- Importance of high profile site in the ongoing development of downtown Austin
- Importance of sustainability and natural lighting in the design and construction of the building
- Emphasis on community involvement in the design process
- Need for adequate parking and easy access from public transportation
- Importance of utilizing natural light

19



Staff Recommendation

- Barnes Gromatzky Kosarek Architects and Taniguchi with Holzman Moss Joint Venture
- Reasons:
 - Highest combined score for Phases I & II (standard recommendation methodology)
 - Ranked 1st on 80% of individual Evaluation Criteria items, 2nd 20% of items for Phase I
 - 5 point spread between BGK and next highest firm for Phase I
 - 5 point lead maintained through Phase II
 - Scored less than 0.5 point from highest ranked firm for Phase II Interview
 - Experience, qualifications, and reputation *substantiated through positive reference checks*

20

Staff Recommendation

- **Barnes Gromatzky Kosarek and Taniguchi with Holzman Moss are:**
 - **Key Considerations Leading to Staff Recommendation**
 - Prime firm's design success with comparable projects
 - Exceptional experience of Central Library Consultant
 - Team's approach for incorporating public input into the design
 - Most qualified team of subconsultants

21

Next Steps

- Council Award: 12/11/2008 (Tentative)
- Contract Kickoff: Week of 12/15/2008 (Tentative)
- Negotiation: December - May
- Contract Executed: May 2009

22



Questions?

**ATTACHMENT 3
PROFESSIONAL SERVICES CONSULTANT SELECTION
EVALUATION CRITERIA**

The following is a description of items to receive consideration in the evaluation of responses for providing professional engineering/architectural services to the City of Austin. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 100 (plus 25 points for interviews, if conducted). Wherever used, "prime firm" denotes a single firm or a joint venture responding as the prime consultant. Wherever used, "page" refers to single-sided, single spaced, 10-point minimum font printed 8-1/2 x 11-inch pages. The prime firm shall perform the largest share of the assignment (on an estimated percentage of total agreement basis). Responses failing to show the prime firm performing the plurality of the services shall be rejected as non-responsive.

Limitations on volume of requested information apply equally to single firms and joint ventures regardless of the number of firms partnering in the joint venture. Responses with excess volume or which do not include information for the evaluation of all consideration items may not be thoroughly reviewed or may be rejected as non-responsive.

All prime firms and subconsultants must be registered to do business with the Owner prior to the RFQ response due date. Prime firms are responsible for ensuring that their subconsultants are registered as vendors with the City of Austin. You may register through the Owner's on-line Vendor Registration system. Log on to <https://www.ci.austin.tx.us/vss/Advantage> and follow the directions.

Consideration Item 1: MBE/WBE Procurement Program

Were Goals achieved or did response indicate that a Good Faith Effort was made to achieve the Goals?

- No - Response will not be evaluated.
Yes - Evaluation of the response will continue.

Attach the following:

- ☐ Complete Form A.
☐ M/WBE Compliance Plan (See Attachment 4)
☐ City of Austin MBE and WBE certificates.
☐ Letters from subconsultants confirming contact/commitment to the project.

Consideration Item 2: Prime Firm's EEO Program

- ☐ Complete Form B.

**Consideration Item 3: Experience of Project Manager, Project Principal, Project Architect and Central Library Consultant (Past 10 Years) 24 Points Maximum
(Project Manager – 8 points; Project Principal – 4 points; Project Architect – 6 points; Central Library Consultant – 6 points)**

City is interested in the experience of the Project Manager, Project Principal, and Project Engineer/Architect, on projects similar to the project described in this solicitation. Points will be awarded as indicated above. Only one individual per job responsibility should be designated. The prime consultant must employ the Project Manager and Project Principal. The Project Architect and Central Library Consultant may be employed by the prime consultant or they may be a subconsultant. The Project Manager, Project Principal, Project Architect and Central Library Consultant may be the same individual. The Project Manager OR Project Architect must be registered as an architect in the State of Texas at the time of submittal. List no more than five (5) projects meeting these criteria which have been completed in the past ten (10) years for each individual.

- ☐ Complete Form C(1), C(2), C(3), and C(4). Please provide no more than one (1) page per project. Attach a resume of no more than two (2) pages for each individual.

Consideration Item 4: **Experience and Availability of Proposed Staff** **15 Points Maximum**
Prime firm and subconsultants must have adequate and experienced current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. Prime firm and subconsultants must commit that staff proposed in this submittal would be available for the proposed work. City may desire to visit team's business addresses on a regular basis to follow progress of the work.

The proposed staff must include individual(s) with experience in sustainable design and capable of designing and managing the project during construction to provide a facility that meets Silver level certification under the Leadership in Energy and Environmental Design (LEED™) Green Building Rating System. The LEED™ rating system can be found at www.usgbc.org. Respondents to this RFQ are highly encouraged to read carefully these standards and requirements, if they are not already familiar with them.

☐ **Complete Form D. Attach a resume of no more than two (2) pages for each key individual.**

Consideration Item 5: **Prime Firm's Comparable Project Experience (past 5 years)** **12 points maximum if subconsultants are used, otherwise, 27 points**
City is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List no more than five (5) projects meeting this criteria which have been completed in the past five (5) years. In addition, City may consider history of firm in complying with project programs, schedules, and budgets on previous City projects.

☐ **Complete Form E. Please provide no more than one (1) page per project.**

Consideration Item 5a: **Prime Firm's Design Experience** **3 Points Maximum**
City is interested in the prime firm's expertise in design. Please submit a representative sampling in two dimensional format of designs completed by the prime firm in the past five years. Please provide project name and basic information regarding location, date of construction, names of design team members, project scope, etc. for three projects.

☐ **Provide copies of drawings or photographs bound into each copy of the response. Please do not send portfolios or original work as these items cannot be returned to you.**

Consideration Item 6: **Subconsultant Firms' Comparable Project Experience (past 5 years)** **15 points maximum if subconsultants are used, otherwise, 0 points**
Areas of subconsulting which will be evaluated are identified in the project description. The City is interested in the proposed subconsultants' history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List no more than three (3) projects per subconsultant meeting this criteria which have been completed in the past five years. In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects.

☐ **Complete Form F for each area of subconsulting on which you wish to report experience. Provide no more than one page per subconsultant. If no subconsultants are proposed, the prime firm shall use Form F to demonstrate its technical expertise in all areas required for the project if not previously described (e.g., surveying).**

Consideration Item 7: Team's Experience with Austin Issues**12 Points Maximum**

City is interested in team's (including subconsultants) experience with Austin issues, as may be evidenced by existence of local offices or work in the Austin area during the past five (5) years. Briefly describe experience in the following areas and reference projects relating to that experience:

- City of Austin site development and/or building permit requirements.
- Austin area construction in the public right-of-way.
- Austin area construction costs and practices.
- Austin environmental community, conditions and constraints.
- Public awareness and involvement in project development in the Austin area.
- Knowledge of cultural diversity of community
- Knowledge of Austin's emerging Architectural Style
- Knowledge of "downtown" issues and requirements

☐ **Provide a brief narrative of no more than four pages.**

Consideration Item 8: Team's Structure and Project Approach**12 Points Maximum**

City is interested in team's organizational structure, their understanding of the project issues and their approach to the project. Identify project leadership, reporting responsibilities, how prime firm will interface with City's project manager and the Library department and staff, and how subconsultants will work within the management structure. Describe any significant project issues and the team's approach in addressing those issues. Specifically address how the team will obtain and incorporate input from Library supporters and the citizens of Austin.

☐ **Provide an organizational chart and brief narrative. The total number of pages should not exceed six (6) pages. Indicate activities, responsibilities and key personnel on the organizational chart.**

Consideration Item 9: City of Austin's Experience with Prime Firm (past 5 years)**7 Points Maximum**

The City will consider the history of the firm in complying with project programs, schedules, and budgets on previous City of Austin projects. Scoring will begin with 7 points. Points will be deducted if the City has had negative experience with the prime firm in its past relationship with the City and performance on City projects.

Specific consideration items may include:

- Timely completion of projects
- Cooperative working relationship with City
- Prompt payment of subconsultants at all levels
- Compliance with other contract terms
- Compliance with City ordinances on substitution/addition/deletion of subconsultants
- Provided contracting opportunities for small businesses and M/WBE's
- Compliance with City standards
- Conformance to City budget requirements

☐ **Complete Form G.**

Consideration Item 10: Interview (Optional) 25 Points Maximum

The City may determine that it is necessary to interview short-listed firms prior to making a recommendation to the City Council.

Generally, staff intends to use the following guidelines in determining whether to include the optional interview in the selection process:

For all projects with an estimated construction value of more than \$7M interviews are mandatory. For any project with an estimated construction value of less than \$7M the top ranked firms will be interviewed if the point difference between the first and second ranked firm is less than three points. The number of firms invited to an interview will depend on the closeness of the scores following evaluation of the written proposals. Staff will consider significant gaps in point separation between the top ranked firms in determining the number of firms to be interviewed. Only firms that are considered, on the basis of their written proposal, qualified to perform the work will be invited for interviews. No more than five firms will be interviewed. No interviews will be conducted for rotation list contracts unless deemed necessary by staff for specialized types of services. Staff may conduct interviews in other cases where staff believes it is in the best interest of the City.